



STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST FOR EXEMPTION  
FROM HRS CHAPTER 103D

'13 AUG 19 P2:51

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Dept. of Accounting and General Services, Public Works Division  
*Name of Requesting Department*

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:

Re-advertised (second time) for providers of Professional Services to perform Operations Research in conjunction with non-delegated reorganization to merge DAGS Public Works Division with DAGS Central Services Division. None of the companies we had reached out to in the first advertisement had responded and although there were mainland firms that found the advertisement called asking for more details, those mainland firms did not submit a proposal or statement of interest and qualification. The program revised the project scope to be broader and to encourage adequate competition as recommended by SPO in a prior disapproved procurement exemption request.

2. Vendor/Contractor/Service Provider

*Leveraging Experts LLC*

3. Amount of Request:

\$ 75,000 (estimated)

4. Term of Contract From: 9/1/2013 To: 9/30/2014

5. Prior SPO-007, Procurement Exemption (PE): N/A

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

Re-posted the advertisement for two weeks and two providers responded that meet the general requirements. The program followed SPO's prior recommendation to revise the project scope for broader and adequate competition and received just one additional responder. Mainland firms were able to come across our re-advertisement and contacted us for additional information however, they did not submit any letters of interest or statements of qualifications.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

We followed the recommendations by SPO to re-advertise for this professional service and received two (2) proposals. We followed the procedures in reviewing the two proposals and found that both generally met the general criteria for this project as described in the professional services advertisement we posted on the SPO website. The program revised the project scope so as to encourage broader and adequate competition based on SPO's recommendations noted on the prior procurement exemption submitted for this professional services procurement. Please see the attached ranking and meeting minutes of the discussion held by the selection committee.

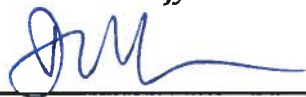
8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

\*Point of contact (Place asterisk after name of person to contact for additional information).

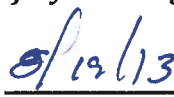
Name	Division/Agency	Phone Number	e-mail address
Miyoke Ng*	DAGS Public Works	586-0496	miyoke.ng@hawaii.gov
Jeyan Thirugnanam	DAGS Public Works	586-0459	jeyan.thirugnanam@hawaii.gov
Scott Ojiri	DAGS Public Works	586-0450	scott.m.ojiri@hawaii.gov

***All requirements/approvals and internal controls for this expenditure is the responsibility of the department.***

***I certify that the information provided above is, to the best of my knowledge, true and correct.***



Department Head Signature



Date

**For Chief Procurement Officer Use Only**

Date Notice Posted:

8/20/13

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

[state.procurement.office@hawaii.gov](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required

Donn Tsuruda-Kashiwabara 10/4/2013  
Chief Procurement Officer Signature Date